

**Town of Woodstock  
WPS Facilities Upgrade Committee  
Special Meeting  
Wednesday, May 18, 2016  
7:00 AM – Upstairs Selectmen's Conference Room  
Town Hall**

**Present:** Michael Bernardi, Michael Dougherty, D. Mitchell Eaffy, Brian Musumeci, Chandler Paquette, Jeremy Serwer, Viktor Toth

**Others Present:** William Bartlett (GM2 Associates, Inc.), Joni Cullan, Karen Munroe

**1. Call to Order**

Chairman Toth called the meeting to order at 7:02 a.m.

**2. Executive Session (Interview for Clerk of the Works)**

**Motion:** by Chandler Paquette, seconded by Mitchell Eaffy to enter into executive session at 7:02 a.m. to interview for the Clerk of the Works of the Elementary School Partial Roof Replacement Project and Middle School Roof Replacement Project and invite William Bartlett, Karen Munroe and Joni Cullan. **Motion carried unanimously.**

**3. Discussion and Possible Action Regarding Clerk of the Works**

Discussion took place on what the next steps in the process would be. In order to receive a fee proposal, the Clerk of the Works would need to review the plans and specifications and tour the facilities.

**4. Adjournment**

**Motion:** by D. Mitchell Eaffy, seconded by Chandler Paquette to adjourn at 7:46 a.m. **Motion carried unanimously.**

Respectfully submitted,  
Joni Cullan  
Recording Secretary